

TAB

SECRET
(When Filled In)

STAFFING COMPLEMENT CHANGE NOTICE CODING SHEET

1.		2.										3.				4.		5.				
IDENTIFICATION		CONTROL NO.										EFFECTIVE DATE				HDQTRS.		TYPE OF CHANGE				
P-POSITION	S-SPECIAL	OFFICE CODE		DIVISION CODE		SEQUENCE NO.						MO.	DAY	YEAR	1-DEPT	2-US FLD	3-FRGN	6-REORGAN.	7-DELETE CONT. NO.	8-RETAIN CONT. NO.	9-NEW CONT. NO.	
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6.		7.																				
TYPE OF HEADER		ORGANIZATIONAL UNIT																				
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7. CONTINUED																		8.				
ORGANIZATIONAL UNIT																		TOTALS (Manual)				
.	.																	.				
9.														10.				11.				
POSITION TITLE														SCHEDULE				OCCUPATIONAL SERIES				
.	.													.			.				33	
12.		13.		14.		15.				16.				17.								
GRADE		SG OR OO		PLANNED INCUMBENCY		POSITION (Slot) NO.				CURRENT AUTHORIZATION				SD								
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